

Service Academy Nomination
OFFICIAL APPLICATION

A handwritten signature in black ink, reading "George Allen". The signature is written in a cursive style with a long, sweeping underline that extends to the left and right.

United States Senator
VIRGINIA

APPLICATION PROCEDURES AND CHECKLIST

All information listed below is required for an application packet to be considered complete. All items must be sent together at one time. If my office authorizes an item to be sent separately, you must include a note in your packet explaining that the item will be arriving separately. It is your responsibility to ensure that all items sent directly to our office are received prior to the deadline. Items should be held together with a paper clip or a binder clip. Please do not use staples, notebooks, binders, or presentation materials of any kind.

_____ **Application Form:**

All questions must be answered. Blank spaces are not acceptable.

_____ **Photograph:**

Please include a recent 3x5 inch photograph of yourself – do not attach.

_____ **Transcripts:**

You must request an official copy of your transcripts from your school. The transcripts should include course listings, grades, current G.P.A., class rank, size of your graduating class, and SAT scores, if available. **NOTE:** The official transcript **must** be returned to you in a sealed envelope with a school official's signature across the seal. You must then include your transcripts with your application packet.

_____ **SAT Scores:**

NOTE: We must have an official copy of your SAT scores. Most schools include SAT scores on the transcripts. However, if your school does not provide SAT scores on the transcripts, you may have your scores sent directly from the College Board using **code 0236**.

_____ **Essay:**

See instructions on application.

_____ **Evaluation Forms:**

We require three (3) evaluation forms. The forms are provided with this application and should be completed by individuals who know you well. We will not accept evaluation forms from family members. Evaluation forms **must** be returned to the applicant in a sealed envelope with the evaluator's signature across the seal. **NOTE:** letters of recommendation will not be accepted in the place of evaluation forms. It is your responsibility to ensure that your evaluators use the forms provided.

_____ **DEADLINE:**

Packets must be postmarked **no later than September 25, 2006**.

Send completed application packet to:

Senator George Allen
ATTN: Academy Coordinator
507 East Franklin Street
Richmond, Virginia 23219

APPLICATION FOR NOMINATION TO SERVICE ACADEMIES

Please type or print.

Name in full: _____
Last First Middle

Social Security Number: _____ E-mail **(required)**: _____

Permanent Home Address: _____

Temporary Address: _____

Dates you will be residing there: _____

Home Telephone Number: _____ Daytime Number: _____

Date and Place of Birth: _____

Male ☐ Female ☐

Name of Parent(s) or Legal Guardian: _____

Address (If different from above): _____

Are you a U.S. Citizen? Yes / No

Are you a legal resident of the State of Virginia? Yes / No

Who is your Member of Congress? _____

Congressional District: _____

List **all** family member(s) who are or have been associated with the U.S. military or a service academy:

Mark all other service academy nomination sources to which you are applying:

Member of Congress ☐ Senator Warner ☐ Vice President ☐ President ☐ JROTC ☐

Name and address of high school/college currently attending:

When will you graduate? _____

GPA: 4.0 scale (unweighted) _____ (weighted) _____ Non 4.0 scale _____

Class rank: _____ of _____ (Top _____%)

SAT Scores:

_____ Math + _____ Critical Reading = Total _____ Date taken _____

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NOTE: Despite the recent changes in the SAT scoring system, the academies will only be taking into consideration the scores for Math and Critical Reading. Therefore, on this application, please list **only** your scores for Math and Critical Reading. Or, if you took the SATs before the changes, please list your scores for Math and Verbal. Our office will consider the sum of your highest Math and Critical Reading scores.

ACADEMY PREFERENCE

NOTE: You must have requested and returned a pre-candidate questionnaire to each academy for which you are seeking a nomination from Senator Allen. You will not be considered for an academy if you have not submitted a pre-candidate questionnaire.

Which service academy is your first choice?

If you have a second choice, and have opened a file, please list the choice below:

☐ If you have listed the Naval Academy as your first or second choice, would you be interested in being considered for the Merchant Marine Academy as well? If so, please check this box, and contact the Merchant Marine Academy to initiate a pre-candidate file, if you have not already done so.

United States Merchant Marine Academy
Kings Point, NY 11024-1699
866-546-4778
admissions@usmma.edu
www.usmma.edu

EXTRACURRICULAR ACTIVITIES

List your involvement in activities in the following categories. Include information relative to offices held, leadership positions held, and awards or honors received. Show dates of involvement in each activity (for example: freshman year, 10th grade, etc). You may type your answers on a separate sheet if you prefer.

Please do not submit a resume in the place of this form.

Scholastic:

Interscholastic/Organized Sports (please note leadership positions):

School and Class Offices Held (please note leadership positions):

Military-Related Activities (e.g., JROTC, Summer Seminar, Civil Air Patrol, etc.):

Other Activities (e.g., church, music, civic, political, Boy Scouts, etc.):

Work Experience (please highlight any management experience):

ESSAY INSTRUCTIONS

Mandatory essay:

Each candidate for a service academy nomination from Senator Allen must submit an original typed essay not exceeding 500 words. It must include answers to each of these questions:

- Why is your preferred academy your first choice?
- Why do you feel you are qualified for a service academy?
- What personal and/or family ties do you have to the military and/or a service academy?
- Why do you want to be commissioned as an officer in the nation's military?
- What are your long term career aspirations?

Optional submission:

In addition to the mandatory essay, each candidate has the option of including the essay or personal statement submitted to his/her first-choice service academy.

ACKNOWLEDGMENT

The above information is, to the best of my knowledge, correct.

I am a United States citizen, or will be by July 1, 2007. I am or will be at least 17 but not yet 23 years of age on July 1, 2007. I am unmarried, not pregnant, with no child support obligation. I am a legal resident of the Commonwealth of Virginia.

I request that Senator Allen consider my application for a Congressional nomination to the United States service academy or academies that I have listed.

I understand that my application must be postmarked no later than September 25, 2006. If I have not submitted all the requested information by this deadline, I understand that my application will not be given consideration.

Signature

Date

Name of Applicant _____

EVALUATION FORM

The individual named above is seeking an appointment to one or more of the United States service academies. The academies provide a college education leading to a commission as an officer in the armed forces. The questions asked here will help me nominate the most qualified candidates. By law, all admissions materials must be shown to the applying candidate upon request. Letters of recommendation will not be accepted in place of this form. If you wish to include a letter of recommendation in addition to this form, you are welcome to do so. When you have completed this form, please place it in a sealed envelope, sign it across the seal, and return it to the candidate for inclusion in his or her packet.

I would like to thank you in advance for contributing your time and effort in completing this form. Your generous help is greatly appreciated!



1. How long have you known the applicant and in what capacity?

2. Using a minimum of five adjectives, please describe the candidate's defining character traits.

3. Describe the candidate's leadership qualities and capacities and the extent to which, in your experience, he/she has exhibited or demonstrated them.

4. In what areas does the candidate need to improve?

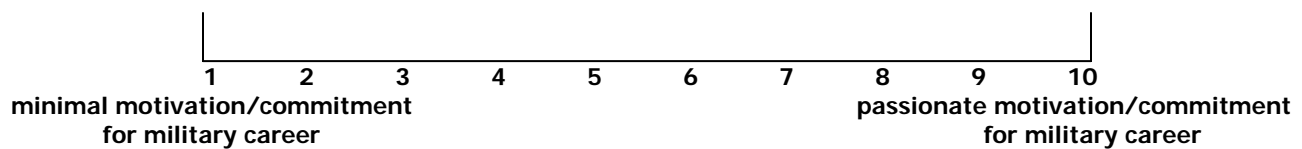
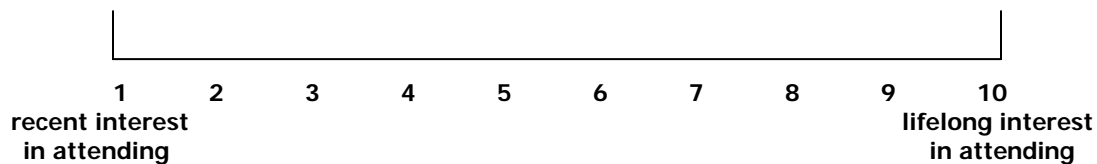
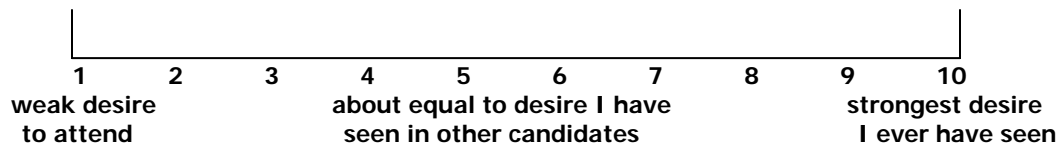
5. How does the candidate handle stressful situations?

6. Do you know of any personal circumstances that may effect the candidate's performance at the academy?

7. Please rank the candidate among those in his or her peer group:

- _____ Excellent, among the best I have known
- _____ Very good, stands out in peer group
- _____ Above average
- _____ Average
- _____ Below average

8. To the extent of your knowledge, quantify the candidate's desire to attend a service academy, and his or her commitment or motivation to complete a career in the U.S. military. Please use your own words, and then mark the accompanying scales.



9. General comments, evaluation, and/or recommendation (please use additional sheets only if necessary):

Date _____

Name _____
Signature

Name _____
Printed

Title _____

Daytime Telephone Number _____

Name of Applicant _____

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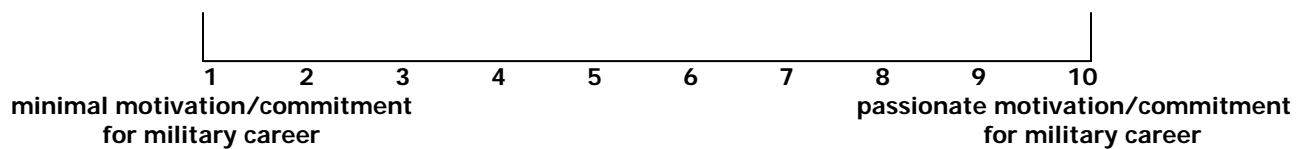
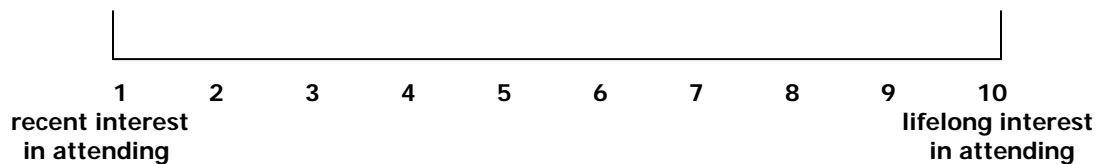
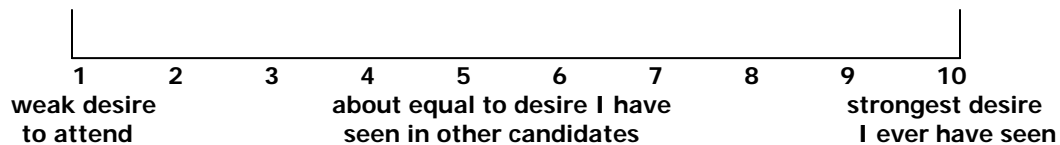
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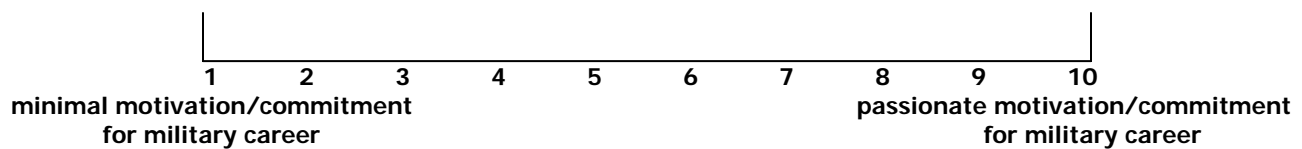
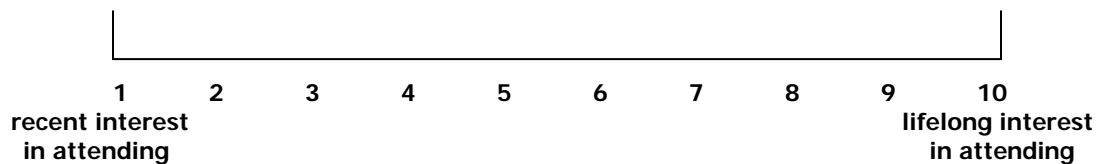
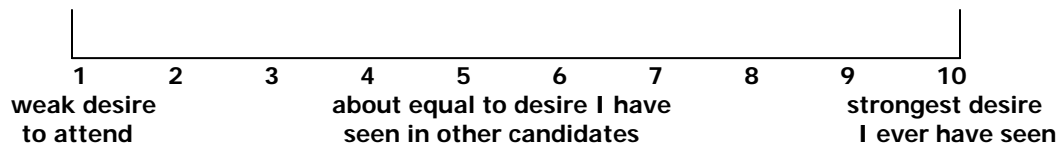
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Date _____

Name _____
Signature

Name _____
Printed

Title _____

Daytime Telephone Number _____

Frequently Asked Questions

When should I apply for a nomination?

- You should apply with our office, and initiate a pre-candidate file with the Academy you wish to attend, between April of your junior year and September of your senior year in high school.

Who should I apply to?

- You should apply to all nominating sources available to you. This includes both U.S. Senators representing the state in which you reside, your member of Congress, and the Vice President. For complete eligibility criteria, please contact the Academy in which you are interested in attending.

Why the early deadline?

- Each congressional office has their own unique application process. Therefore, the deadline for receipt of completed applications may differ with each office. Our early deadline allows our review boards the chance to evaluate every application fairly, and recommend the most qualified candidates for nomination.

Will letters of recommendation be accepted instead of evaluation forms?

- No, letters of recommendation will not be accepted in the place of our official evaluation forms. However, if you wish to submit letters of recommendation in addition to the required evaluation forms, you are welcome to do so. **NOTE:** It is your responsibility to ensure that your evaluators complete the required form.

Can I make a copy of my SAT scores and send them to you myself, instead of having them sent directly by the College Board?

- No. We require an official copy of each applicant's SAT scores. Many schools include SAT scores on the transcripts. However, you may have your scores sent directly from the College Board if your school does not provide them. **NOTE:** If you choose to have your scores sent directly from the College Board, you must include a note in your packet explaining that your scores will be arriving separately. It is your responsibility to ensure that your scores are received in our office no later than the postmark deadline. We also advise that you take your SATs in the spring of your junior year in high school to ensure that you have access to an official copy in time to submit them with your application.

Does my application have to be sent all at one time, or can I send portions as it is completed?

- With the exception of your SAT scores and transcripts, all items required for application must be sent in one envelope at the same time. Additionally, the envelope must be mailed by the applicant. It must be postmarked no later than the postmark deadline.

What if my school will not give me my transcripts? Can they be sent directly to your office?

- Yes. If your school has a policy that prevents them from sending you your transcripts, they may be sent directly to our office. **NOTE:** you must include a note in your packet if you intend to have your transcripts sent directly to our office. It is your responsibility to ensure that all items sent directly to our office are received no later than the postmark deadline. Items received after the deadline will not be included in an applicant's file.

Can Evaluation Forms be sent directly, or do they have to be included in my packet?

- Evaluation Forms must be included in an applicant's packet. Forms sent separately will not be included in an applicant's file.

What happens if I submit an incomplete application?

- It is your responsibility to ensure that your packet is complete upon submission. Please review the checklist provided before sending your application. If a packet is incomplete upon receipt, we will do what we can to contact the applicant. However, because of our strict deadline and competitive timeframe, it may be impossible for us to contact every applicant who submits an incomplete packet in the time necessary for corrections to be made. If you have any questions regarding the application process, please do not hesitate to contact the Academy Coordinator at 804-771-2221.